



Town of Hopkinton, NH

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SELECT BOARD PUBLIC MEETING MINUTES MONDAY, OCTOBER 21, 2013 Approved October 28, 2013

Select Board Chair Jim O'Brien called this regular meeting of the Select Board to order at 5:33 p.m. on Monday, October 21, 2013, in the large meeting room in the Town Hall. Mr. O'Brien introduced the members of the Board. Sue Strickford led the group in the Pledge of Allegiance.

Members Present: Jim O'Brien, Chair, George Langwasser, Vice Chair, Sue B. Strickford, Sara Persechino, and Ken Traum

Staff Present: Neal Cass, Town Administrator, Jessica Bailey, Recreation Director, Police Chief Steve Pecora, Fire Chief Doug Mumford and Robin Buchanan, Administrative Assessing Assistant

Public Present: Merle Dustin, Ken Wilkens, Janet Krzyzaniak, Ed Kerr, Louise Carr, Jane Britain, Jackie Stock, Don Houston, Don Lane, Gloria Symonds, Bev Johnson, Amy Bogart, Jim Hersey

II. ADMINISTRATIVE

Consent Agenda

Board members reviewed documents for signature and approved unanimously the Consent Agenda taking the following action on motion made by Mr. Traum and seconded by Mrs. Persechino:

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| Accounts Payable Manifest | \$ 63,435.62 |
| Accounts Payable Manifest | \$120,890.99 |
| Payroll Manifest | \$ 63,997.69 |
| Building Permit | Underwood 3 season porch Map 211 Lot 2 |
| Building Permit | Gilman shed Map 209 Lot 45.6 |
| Building Permit | Nieder open entry & 1 ½ story barn Map 256 Lot 10 |
| Building Permit | Schaefer four seasons room Map 221 Lot 32 |
| Building Permit | Charron Holly & Lenny Home Occupation |
| Personnel Action Form | Police Department |
| Intent to Cut | Herrick Map 208 Lot 99.6 |
| Letter | Evan Wagner Schindewolf-Eagle Scout |
| Appointment Papers Kimball Lake Study Com. | Lee Wilder |
| Appointment Papers Kimball Lake Study Com. | Ed Kerr |

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| Appointment Papers Kimball Lake Study Com. | Louise Carr |
| Appointment Papers Kimball Lake Study Com. | Chris Lawless |
| Appointment Papers Kimball Lake Study Com. | Heather Mitchell |
| Appointment Papers Kimball Lake Study Com. | Glenn Smart |
| Appointment Papers Kimball Lake Study Com. | John Wuellenweber |
| Tax Collector's Sewer Warrant 2013 Second Issue | \$46,054.31 |

Approval of Minutes

The Board reviewed the public meeting minutes of the Select Board dated October 7, 2013. Mr. Langwasser made a motion, seconded by Mrs. Persechino to approve the minutes of the Meeting held on October 7, 2013. One correction was made.

VOTE: O'Brien, Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

III. PUBLIC APPOINTMENTS

1. Kimball Lake Property Study Committee

Mr. O'Brien noted the members of the committee are Lee Wilder, Ed Kerr, Louise Carr, Chris Lawless, Heather Mitchell, Glenn Smart, and John Wuellenweber. Mr. O'Brien gave a brief history why the committee was formed and read the charge for the committee.

Mr. Langwasser stated the Board did not realize the condition or how under used the cabins were until they toured them. The land has historical value as well as being part of the Greenway Trail. Mr. Traum stated there is no preconceived ideas for the cabins. Mr. O'Brien asked for questions from the committee members.

Mr. O'Brien swore in the members and asked them to meet in the other room to elect a chair and set the schedule.

IV. PUBLIC FORUM

Merle Dustin informed the Board the hole at the intersection of Briar Hill Road and Penacook Road has not been fixed yet. She also stated there are two large dead trees at Blackwater Cemetery. Don Lane, Cemetery Trustee, stated the large red pine was scheduled to be taken down soon.

V. NEW BUSINESS

Fire Department Auxiliary Fund: Currently, the Hopkinton Fire Association holds the money for the Auxiliary, which is money from fundraisers. The Auxiliary is requesting the Board transfer \$3,567.46 from the Hopkinton Fire Association to the Town of Hopkinton, in a separate donation account named Hopkinton Fire Department Auxiliary Fund in accordance with RSA 41:29.

Motion by Mr. Traum to approve the transfer of \$3,567.46 from the Hopkinton Fire Association to the Town of Hopkinton, into a separate donation account named "Hopkinton Fire Department Auxiliary." Mrs. Persechino seconded the motion.

Mrs. Krzyzaniak stated she wanted it clear in the minutes the money is the Auxiliary's and is not a donation from the Hopkinton Fire Association.

After some discussion the motion was amended to read as follows:

Motion by Mr. Traum to establish a donation account titled the Hopkinton Fire Department Auxiliary. Mrs. Persechino seconded the amended motion.

VOTE: O'Brien, Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

VI. PUBLIC APPOINTMENTS:

Police Chief Steve Pecora and Fire Chief Doug Mumford are in with regards to the Hopkinton Fair. Chief Pecora stated the Fair draws approximately 100,000 people into the town annually over Labor Day Weekend. Those stats are drawn from ticket sales. Chief Pecora also stated the Fair has opened the facility on several occasions for town events and during emergencies. He also indicated that it was the Fair that had approached him prior to services for Fire Chief Schaefer. He further stated negotiations are on-going, with give and take. While officers are at the Fair, the town must also have coverage. He further stated the Fair is an opportunity for bad things to happen and we have to be prepared. Fire Chief Mumford stated the Fair has concerns over this year's bill from the Fire Department, due to recommended changes. Fire Chief Mumford also stated there is an increase in calls during the Fair. Select Board Member Mrs. Strickford stated she has spoken to several community members and their concerns are increased traffic and safety, calls to town offices from people looking for information about the Fair. She also stated there are concerns with regards to what the Fair brings to the Town. Police Chief Pecora stated he feels a member of the Select Board should be a liaison to the Fair, attending Fair Board meetings to help with communication between the Fair and the Town. Select Board Member Mr. Langwasser stated the Fair has changed and they need to work on their public relations, as many feel the Hopkinton Fair has nothing to do with Hopkinton except for the name.

Police Chief Pecora stated traffic no longer comes through the center as a result of changes that were made for safety reasons. He further stated a lack of communication is obvious and hopes the Board will consider his suggestion of a liaison.

Chairman O'Brien thanked Police Chief Pecora and Fire Chief Mumford for their input.

VII. OLD BUSINESS

Hopkinton Fair PILOT: Deb Curtis, Tony Buckingham, and George Saunderson from the Hopkinton Fair are here to give their input with regards to the PILOT. Ms. Curtis stated the Fair has changed. In the start it was mainly an agricultural farm. Today, with all the regulations and restrictions it has to be run more like a business. It has become a balancing act. She also addressed an issue with some of the local businesses and churches that were at the Fair. She stated the Fair has tried to work with these organizations. She further stated they drop the local service for clean-up, because of the quality of the work and the price. She further stated that communication is the key to solving the issues. She again stated that rules and regulations have become stricter.

Mr. Traum stated the Fair is a 501 C. He questioned if the midway area has gotten bigger as the agricultural side seems to have gotten smaller. Ms. Curtis replied the area the midway takes up has not gotten any bigger.

Mrs. Strickford stated families cannot afford to go to the Fair as the prices have continued to rise. Ms. Curtis replied we are a business and we allow carry in food.

Mrs. Persechino indicated she had heard rumors around Town that the Fair was not allowing the vendors to leave the Fair property. Ms. Curtis stated that is not true. Mrs. Persechino also thinks Chief Pecora's idea for representation is a good one.

Jane Britain stated she stopped going to the Fair, when the Fair started charging admission for children. If you run it like a business, then you should pay full taxes like all the other businesses in town. Taxpayers should not be held accountable for the Fair finances.

Mr. Saunderson from the Fair Board stated the Fair allows the use of the arena for graduation, in the past was used for winter skating, it is accessible for people to walk their dogs and ride their horses and the cross country ski team uses the grounds.

Jackie Stock stated that business owners in town pay full taxes and the Fair should as well. She further stated that many local businesses lose business during the Fair.

Jim Hersey added we have paid full taxes and every year the taxes go up. The Fair needs to pay their fair share.

Chairman O'Brien stated we have 3 paths which we can follow:

1. Accept the PILOT
2. Accept no PILOT
3. Enter into negotiation

Discussion ensued with regards to if the Fair was entitled to the last PILOT under the RSA's. Mr. Langwasser stated he believes the Fair was not entitled to a PILOT they received from a prior board. He feels they do not meet the criteria.

Chairman O'Brien stated the Fair may qualify under the "Charitable" section. Discussion ensued as to the meaning of charitable.

Mr. Langwasser motioned the following statement: The Board of Selectmen agree that no PILOT will be offered to the Hopkinton State Fair for the property tax year 2014. Seconded by Mr. Traum.

VOTE: O'Brien, Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

Fire Station Discussion

Chairman O'Brien stated the Board will be meeting on Tuesday, October 22, 2013 to interview 2 of the 3 construction managers with regards to the proposed Fire Station. Chairman O'Brien inquired if the Board would be supporting a warrant article for the Fire Station. Mr. Langwasser stated that the committee has came back with recommendations and we need a construction manager to move forward. A construction manager will give us a maximum gross price.

Eagle Lane Property Boundary

Mr. Cass explained the need for the boundary line adjustment, further stating that it clears up issues with the lines.

Mr. Langwasser made a motion to accept the Boundary Line Agreement dated 10/21/13 by and between Eugene L. and Lorraine M. Miller Trust and the Town of Hopkinton. Mrs. Strickford seconded the motion.

VOTE: O'Brien, Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

Town Clerk/Tax Collector Move

Mr. Cass went over the advantages and disadvantages to moving the Town Clerk Tax Collector's Office to the Town Hall. Mrs. Persechino inquired if there were restrictions on the Bates Building. Mr. Cass responded maybe. Mr. Langwasser spoke to the historical value of the Town Hall Building. He also felt the Bates Building may not support a rental fee of \$2,000.00 a month and we may still have on-going expenses with the building. He is not in favor of moving the office. Chairman O'Brien stated he would like more in depth information. Mr. Cass stated that staff and operationally it would make sense to have everyone in one building. Mrs. Strickford and Mr. Traum agree they would also like more information.

Mrs. Krzyzaniak stated she also thinks the historical value of the Bates Building needs to be preserved.

Town Manager Form of Government

Mr. Cass noted the Board had a lot of information in their packets with regards to this. Mr. Langwasser felt in the view of the time and the amount of time needed to be spent on this subject, it should be put off to another meeting. Other Board Members agreed.

VIII. NEW BUSINESS

Wage Scale Update

Mr. Cass informed the Board that a Wage Scale had not been done since 2010. There are no major changes and this brings the scale up to date.

Mr. Traum made a motion to adopt the 2013 Proposed Wage Scale. Mrs. Persechino seconded the motion.

VOTE: O'Brien, Langwasser, Strickford, Persechino and Traum voting in favor of the motion; no votes against, MOTION APPROVED 5-0.

IX. TOWN ADMINISTRATOR UPDATES

Budget Update: Mr. Cass stated he and Deb Gallant, Finance Director, will be meeting with Department Heads this week about proposed 2014 budgets. The first budget presentation to the Board will be Monday, October 28, 2013.

Benches

Mr. Cass stated the benches at the triangle in Contoocook are short. They may be hard to move. He also noted the lack of height on the benches may make it hard for some people to get up. He could find no restrictions about moving them. Discussion ensued with regards to making the benches higher before placing them somewhere else.

Investment Policy

Mr. Cass stated the Board has a copy of the Investment Policy. He asked them to review for discussion at another time.

Mrs. Strickford announced that Saturday is "Make a Difference Day" and they are collecting boots for the homeless.

Mr. Traum inquired if there was a date set for the Open House for the Highway Garage. Mr. Cass replied not yet. He will speak with John Thayer, Highway Superintendent.

Mr. Langwasser noted there will be a Balloon Test for the cell tower on Little Frost Road on Saturday, November 2, 2013 from 8:30 am to 1:30 pm. In the event of inclement weather on Saturday, the Balloon Test will be held Sunday November 3, 2013 from 8:30 am to 1:30 pm.

ADJOURNMENT

There being no further business, motion by Mr. Langwasser, seconded by Mrs. Persechino to adjourn the meeting. Vote 5-0 in favor of the motion. The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Robin Buchanan
Administrative Assessing Assistant

These minutes are not official until approved by the Board of Selectmen at their meeting.